

MINUTES FOR MEETING OF THE
MANHEIM TOWNSHIP CIVIL SERVICE COMMISSION

Tuesday, November 24th, 2020

Public Session

A public session of the Civil Service Commission ("CSC") was held at the Manheim Township Municipal Building, for the purpose of ranking and certifying the recent Police Consortium test results for applicants to the Manheim Township Police Department.

I. Call to Order / Roll Call

Chairman Singer called the CSC meeting to order at 10:04 A.M., with the following CSC members present: Civil Service Commission Chairman Jon Singer, Vice-Chairwoman Marsha DiBonaventuro, and Secretary Doug Schmuckle. Also in attendance Manheim Township Police Chief Tom Rudzinski, MTPD Sargent Michael Piacentino, and Ms. Gina Hoover from the Manheim Township Police Department. Alternate CSC Member Tom Ponessa was excused for the meeting.

III. Approval of Previous Minutes

Minutes from the previous CSC Commission meeting on October 23rd, 2020 were reviewed. Motion made to approve minutes as written. Motion was seconded, and unanimous vote approval for the previous minutes as written was passed.

IV. Old Business

Sargent Michael Piacentino presented the Commission members with the names and test scores of a listing of applicants, both alphabetical by name, and numerically ranked by test scores; for those candidates who have applied for positions within the Manheim Township Police Department. Numerical ranking of applicants included veteran's preference points added to applicants' test score; as per section 6.08 (Veterans' Preference) of the Rules and Regulations for Police and Fire Rescue Departments of Manheim Township, Lancaster County, Pennsylvania

Commission members reviewed and approved a sampling of the documents (DD-214's) used by several applicants to verify veterans' preference point requests. Those applicants whose documents were accepted, were then awarded the additional veterans' preference points toward their total test score.

It was moved and seconded to approve the ranked applicant listing for final certification. By unanimous vote, Commission members voted to approve publication of the applicant test rankings. Commission Chairman Singer and Secretary Schmuckle certified the listed by

signature. Test rankings were then published to applicants anonymously, and also posted in the lobby of the Manheim Township Municipal Building.

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V. New Business

Chairman Singer presented to Commission members a request by Manheim Township Fire Rescue Chief Rick Kane, for the Commission members to approve the posting notification for testing of a Captain's position within the Fire Rescue Department.

It was moved by Vice Chairwoman Marsha Di Bonaventuro that a posting announcement be made immediately for the position of Captain within the MTRF Department, and approve Chief Kane to order the necessary number of tests required for applicants; and administer the testing on December 17th, 2020. Chairman Singer seconded the motion.

After much discussion by the Commission members, Chairman Singer called for a vote. There were two "Yea" votes, and one "No" vote for approval of this proposal. Motion was passed. Chairman Singer notified Chief Kane to move forward with his request.

VI. Adjournment

Next CSC Commission meeting was not confirmed, and having no further business to review, CSC Commission Chairman Singer called for adjournment of the meeting at 11:51 A.M.

Respectfully Submitted,

Douglas L. Schmuckle

Secretary – Civil Service Commission